

STATE CONTROLLER'S OFFICE  
PERSONNEL/PAYROLL SERVICES DIVISION  
P. O. BOX 942850  
Sacramento, CA 94250-5878

DATE: March 30, 2006

PERSONNEL LETTER #06-004  
Civil Service Only

TO: All Agencies in the Uniform State Payroll System

FROM: JOHN R. HARRIGAN, Chief  
Personnel/Payroll Services Division

RE: **NOTICE OF PERSONNEL LIAISON CONTACT CHANGE**

In response to the 2005 PPSD Customer Satisfaction Survey, the State Controller's Office is pleased to announce that our Personnel Operations Liaison Unit will have two full time staff available to assist agencies with PAR documentation inquiries. As such, it will no longer be necessary to call a specific specialist based on an employee's social security number.

Effective April 3, 2006, Human Resources Office representatives may call the Personnel Liaison Unit at (916) 322-6500 from 8:00 A.M. through 12:00 P.M. and 1:00 P.M. through 4:00 P.M. with afternoon hours extended to 4:30 P.M. on Master Payroll Cutoff.

Should you have any questions regarding this information please contact Linda Danko at (916) 322-8111 or email at [ldanko@sco.ca.gov](mailto:ldanko@sco.ca.gov).